

<b>GEORGIA DEPARTMENT OF CORRECTIONS</b> Standard Operating Procedures		
<b>Functional Area:</b> Facilities Operations	<b>Reference Number:</b> IIB12-0005 (210.05)	<b>Revises            Previous            Effective Date:</b>
<b>Subject:</b> INMATE/PROBATION BOOT CAMP-CORRECTIONAL BOOT CAMP PROGRAM		3/01/2005
<b>Authority:</b> Bryson/Ward	<b>Effective Date:</b> 07/16/15	Page <b>1</b> of <b>5</b>

**I. POLICY:**

The inmate/probationer boot camp program shall include work as well as a training schedule coupled with discipline, counseling and guidance which is intended to motivate the individual to recognize and become a responsible member of society. Each inmate/probationer shall take an active part in the program outlined in this Standard Operating Procedure.

**II. APPLICABILITY:**

All Boot Camps.

**III. RELATED DIRECTIVES:**

- A. O.C.G.A. 42-8-35-.1.
- B. GDC-BR&R: 125-2-1-.01 (d).
- C. ACA Standards: 3-4223, 3-4226, 3-4232, 3-4235 and 3-4236.

**IV. DEFINITIONS:**

NONE.

**V. ATTACHMENTS:**

NONE.

**VI. PROCEDURE:**

- A. PROGRAM GOALS:

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1. To make inmates/probationers aware that they must accept responsibility for their own conduct.
2. To develop a positive attitude and motivate inmates/probationers to become fully productive members of society.
3. To develop inmates/probationers physically and mentally.

B. PROGRAM PHASES: The inmate/probationer boot camp program is organized into four (4) distinct phases.

**NOTE:** The information in this note pertains to Probation Boot Camps only:

1. Development of Individual Program Plan:
  - a. Individual court orders and O.C.G.A. 42-8-35.1 require probation boot camp inmates participate in programming identified as appropriate for the inmate in question.
  - b. Designated staff as part of the initial intake/evaluation/classification process shall insure that each inmate have an individualized program plan.
  - c. Each inmate/probationer shall have an aftercare plan developed prior to discharge.
2. Program Schedules:
  - a. Program staff work schedules will be designed to provide accessibility during times when inmates are not working and are available for program activities.
  - b. Facility routine shall be organized to insure availability of evening hours to support scheduled program activities.
3. Phase 1 - Reception (1 week): This phase commences upon the arrival of the inmate/probationer at the

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boot camp facility and includes indoctrination, orientation, admission, processing, medical assessment, review of diagnostic testing/evaluation, classification, work and counselor assignment, Victim Impact, and rules and regulations. Due to the structure and duration of the program, inmates/probationers will be processed as a group. However, in arranging intake of inmates, the filling of any empty beds will be the top priority. Beds will not be left empty for the reason of maintaining a certain platoon size. During this phase, orientation and initial interviews will be the responsibility of the counselor and other appropriate staff. The counselor will conduct the initial interview within 48 hours of the inmate's/probationer's arrival at the facility.

4. Phase 2 - Initial (3 weeks): This phase follows Phase 1 and continues for the next three consecutive weeks. During this period all rehabilitative techniques are initiated, including counseling, work, training (military and educational), and continued evaluation in a coordinated manner. During this phase, physical training, close order drill and strenuous physical work are strongly emphasized.
5. Phase 3 - Primary (4 weeks): This phase is a continuation of most initiatives and activities begun in Phase 2. During this phase, greater focus will be placed upon the inmate's/probationer's counseling and programmatic needs. Physical training, close order drill and work will continue to be emphasized during this phase.
6. Phase 4 - Pre-release (4 weeks): This phase precedes release and is dedicated to preparing the inmate/probationer for release. Pre-release counseling, coordination of post-release plans, evaluation and administrative matters are components of this phase. Program involvement begun in previous phases continues as does emphasis upon physical training and close order drill.

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C. PROGRAM AREAS OF EMPHASIS: Inmate/probationer boot camps are designed to correct the attitude and motivation of young offenders through a regimen of physical training, work and a structured program curriculum. The program is conceived to teach the skills needed to have a successful, lawful life. Strong program emphasis is placed on a substance free life lifestyle, self-esteem, responsibility and a clear understanding of socially acceptable behavior. The program is comprehensive as it moves the inmate/probationer progressively through the phases and provides and provides a strong post-release plan to assist in a successful reintegration to the community.

1. Substance Abuse Program: The boot camp substance abuse program is a comprehensive program composed of four components spanning the four boot camp phases. The initial component of the program is a 20 hour substance abuse education class. This class will be completed during Phases One and Two. The second component is an intensive structured group experience based on a risk-reduction mode. The third component is a continued group experience focused on recovery and relapse prevention. The fourth component encompasses the entire 12 week period and is the Twelve Step Programming prescribed by AA/NA. All program participant's substance abuse needs will be addressed in their post-release plans.
2. Twelve Step Program (AA/NA): An integral part of the substance abuse program is Twelve Step Programming included in Alcoholics Anonymous, Narcotics Anonymous and Cocaine Anonymous. The purpose of Twelve Step Program is to promote a more sober and drug free lifestyle by providing a fellowship of persons who share their experiences in order to recover from a common addiction. Twelve Step Programs will be available by referral or request throughout the duration of the boot camp program. Twelve Step program referrals for an inmate's/probationer's home area will be an integral component of post-release plans.

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3. Educational Services: Consistent with available resources, test results will be reviewed during Phase 1 to determine the inmates'/probationers' educational needs. Inmates/probationers with less than a high school or GED diploma will be scheduled for evening education classes which will commence in Phase 2 and continue through Phase 4. Three levels of educational instruction will be offered: Literacy/Remedial reading, Adult Basic Education (ABE) and General Education Developmental Preparation (GED). In individual cases, post-release plans may specify continued educational programs.
4. Close Order Drill: Through the program, inmates/probationers will have a segment of close order drill. Close order drill instills the values of discipline, respect, self confidence and team work in participants.
5. Individual Counseling: Each inmate/probationer will be assigned a counselor during Phase 1 - Reception. Inmates/probationers can request to see assigned counselors for individual assistance at any time. The majority of counseling interventions will be through group counseling and class interactions.
6. Group Counseling: Group counseling sessions will be held during Phases 3 and 4. Group counseling will be scheduled as a regular component of the evening programming. Primary focus of group sessions will be: program adjustment, self esteem issues, behavior adjustment, team building, communication skills and problem solving skills.
7. Life Skills: The Life Skills Program may be offered In Phases 3 and 4. The Life Skills curriculum is designed to teach boot camp inmates/probationers the skills necessary function successfully in society. These classes focus on problem solving skills, health maintenance, values classification and conflict resolution. This program will assist inmates/probationers preparing for return to the community, family and work force. It emphasizes

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skill development and is designed to work in conjunction with the substance abuse curriculum.

8. Pre-Release Programming: Phase 4 may focus on pre-release programming and planning. The pre-release coordinator will assume primary program responsibility for inmates/probationers in this phase. Participants will have pre-release groups to focus on successful reintegration to their home communities, to develop post-release program plans and to emphasize and support behavioral changes. Family issue groups will be offered on request.